

**King of Kings Lutheran Church
Church Council Minutes**

November 20, 2018

Attendance

Members Present

Dave Cowan, President
Brandon Nelson, Vice President
Judy Miller, Secretary
Randy Swenson, Member at Large
Pastor Jon Larson, Lead Pastor
Laurie Weis, Interim Pastor

Members Absent

Melani Howard, Vice President
Warren Wessel, Member at Large
Jim Docken, Finance
Dianne Johnson, Director of Operations
Angie Olson, Treasurer

The meeting was called to order at 7:00 p.m. by Dave Cowan, presiding.

Opening Prayer – Pastor Jon

Approval of Agenda

Brandon moved to accept the agenda.
Judy seconded the motion.
Motion passed (CC.18.11.24)

Approval of Minutes

Brandon moved to accept the minutes of the last meeting.
Randy seconded the motion.
Motion passed (CC.18.11.25)

Celebrate Our Culture

1. Favorite Thanksgiving tradition?
Everyone shared.

Old Business

1. Review exemplary volunteers
 - a. Judy offered to hand write thank you notes on behalf of the council to identified exemplary volunteers. The staff will provide names.

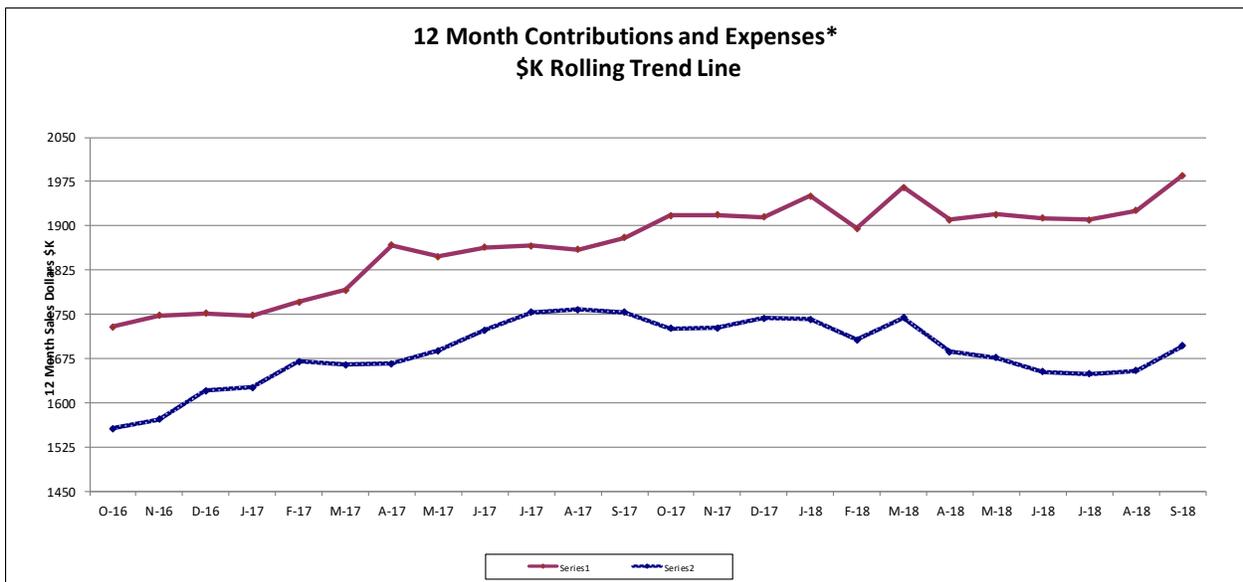
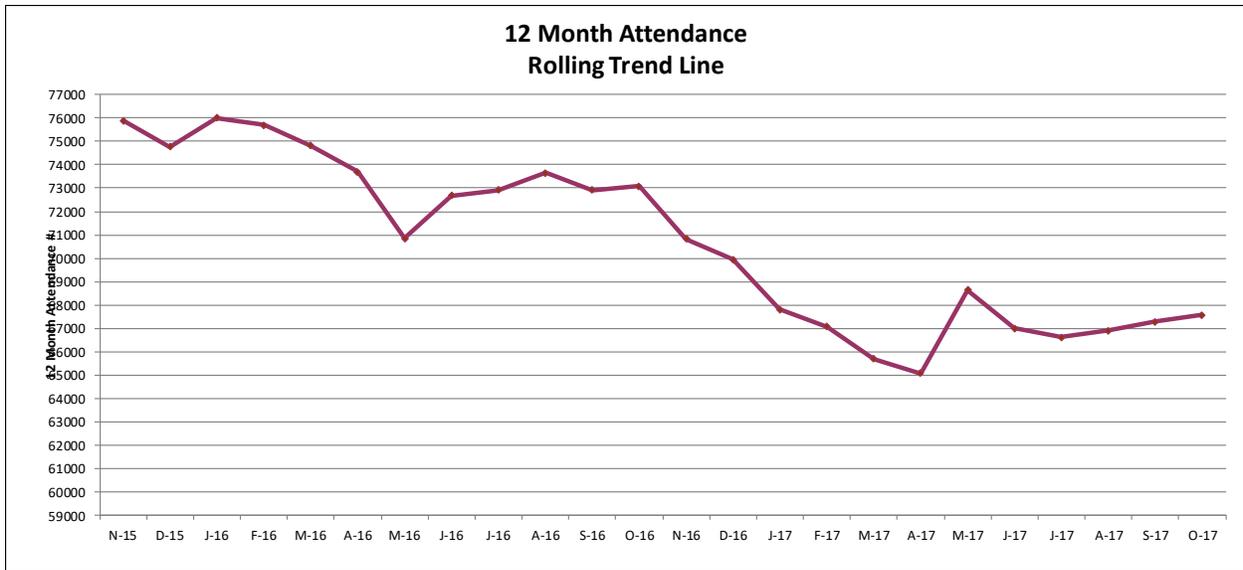
New Business

1. Organization Structure Change
 - a. Jon presented a revised organizational chart for the council's review.
 - b. The restructure includes a change in title for Dianne from Director of Operations to Executive Director. Areas of responsibility will include: finance, personnel supervision, legal, property and equipment, and computer technology. While Jon will have some oversight, she will report directly to council. Dianne would also become a member of the executive council.
 - c. This change will allow Pastor Jon to focus of faith and Dianne on business.
 - d. Potential growth opportunities areas include a facilities manager, an office manager, choir director/accompanist, visitation/connection group coordinator and a director of children, student and family Ministries.
 - e. Dave commented that these changes make a lot of sense and gives Dianne more authority.
 - f. Action will be taken at the December meeting.
2. Call Committee Update
 - a. No new updates. They are waiting for the synod to send more candidate names.
 - b. The committee has asked about the possibility of using an outside firm.
3. Budget Review
 - a. Dianne and Angie were not at the meeting, however, the council received a copy of the 2019 proposed budget for review before the December meeting. It includes a \$40,000 increase from 2018.

Reports

1. Pastor's Summary (Pastor Jon)
 - a. Jon thanked everyone who helped construct the giving tree in the gathering space.
 - b. See appendix for detailed report
2. Interim Pastor's Summary (Pastor Laurie)
 - a. Laurie reported that 63% of the congregation is engaged in some type of ministry.
 - b. See appendix for detailed report
3. Finance and Treasurer's Report (Angie Olson)

	<u>October 2018</u>	<u>Year-to-date</u>
Contributions	\$151,017	\$1,392,714
Expenses	155,451	1,090,130
Net	25,566	302,584
Attendance		



4. Director of Operations Summary (Dianne Johnson)
 - a. See appendix for detailed report

Future Topics

December	<ul style="list-style-type: none"> • Call Committee Update • Budget Approval
January	<ul style="list-style-type: none"> • Call Committee Update • Strategic Planning

Meeting Adjourned

Judy moved to adjourn the meeting.

Randy seconded the motion.

Motion passed (CC.18.11.26)

The meeting was adjourned at 8:25 p.m.

Dave led the closing prayer.

Appendix A: The Report of Pastor Larson

Report as of November 2018

Stewardship/Finance/Vision Appeal:

- Ingathering weekend was November 10/11

Leadership:

- As part of staff meeting on the first Tuesday of the month we focus on the long range planning calendar. As part of this process we developed questions that will enable the team to think more critically than simply a reporting session. We continue to use google docs for long range planning purposes.
- I have asked Pastor Laurie to focus her energies on the Welcome ministry at King of Kings. This includes greeters and Welcome desk hosts. Pastor Laurie will begin to build a foundation for this ministry. I am thankful that she will be using her gifts to focus on this component of Hospitality. This will help alleviate this facet of ministry from the Director of Worship Arts portfolio. We will be having a staff brainstorming session on November 20.
- I took part in a workshop entitled, "Legacy Giving Leaders Academy" on November 2 lead by Brenda Moore. Brenda Moore assists congregations and other non-profits. One of the presenters was Dana Holt who is the CEO & Philanthropic Strategist of HOLT Consulting and creator of "Turning Wealth Into What Matters."

Worship:

- As part of our All Saints Remembrance we once again invited congregation members to light candles in memory of those they have lost. They were also invited to write prayers and place them in the baskets as they came forward. Prayer ministers were also available. We are grateful to Sue Oberg the Congregational Life Coordinator for implementing this new prayer component and lining up prayer ministers for each worship service.
- As part of the season of Advent we will once again be having members light the candles on the Advent Wreath. Descriptions and prayers have been written. Michael and Kelsey our Middle School and High School coordinators will be lining up service participants.
- For our upcoming series in January we will be looking at the book of Genesis and focusing on key stories that have application for our lives today.

- Veterans were recognized as part of worship on the weekend of November 10/11. Jeff Holtz– put together a melody of branch hymns – during which those who served in that particular branch of the military were asked to stand.
- As part of our worship planning a Google Doc was created. All team members will have access but only Pastors and Director of Worship arts will have the ability to make edits. This will ensure that we are communicating and keep worship focused. The Weebly planning tool was not a successful and did not fit our needs.

Missions:

- Christmas Palooza Team met on November 12.
- The Giving Tree is up – Toy collection begins the weekend of November 17/18. A big thank you to all those who gave their time to create the tree.

Evangelism:

- Due to Thanksgiving we met on November 15.
- Discussed the impact of focused mailings to neighbors and new residents highlighting upcoming events.
- Working on worship promotional videos that highlight our various Christmas Eve Services. We will also be creating a video that highlights our typical weekend worship service. The goal is to have the videos online prior to Christmas as people will be looking or a church.
- We focused on how to leverage our various ministries as evangelism points and discussed ways to begin to have members think in terms of Evangelism. We discussed the philosophies in the book “Church Marketing 101” and “How to share Jesus without Freaking out.”

Congregational Life:

- Connection groups continue to run smoothly.
- Continue to meet weekly with Sue and Pastor Laurie to coordinate congregational care.
- Sue Oberg will be Co-Leading a Caring for the Caregiver Support Group at King of Kings.

CSF Ministry:

- Children’s Program is set and students are practicing their songs and parts in their classrooms
- Michael Carmack and Kelsey Battleson continue to meet with their Youth Network Cohort group
- We confirmed 54 students on Reformation Weekend. I will be holding a special Confirmation service for a student who was unable to attend the weekend of the 27th and 28th
- Kelsey is heading to Camp Wapo for a 9th grade retreat November 17 and 18.

Additional:

- I lead Chapel Service at Saint Therese. I have agreed to do this on the second Wednesday of the month at 11:00
- The Woodbury Ecumenical Thanksgiving Eve Service will be held at Saint Ambrose Catholic Church on Wednesday, Nov. 21, at 7pm. An offering will be taken for the CCEFS and a representative from CCEFS will speak, as will a representative of the mayor's office.
- Wedding Season is officially over...

Appendix B: The Report of Pastor Weis

Report as of November 2018

Worship:

- Really appreciated being a part of the Affirmation of Baptism, All Saints & Ingathering Services and all the members and staff who participated in one way or another!
- Attended Affirmation of Baptism Rehearsal October 23
- Led baptism classes on November 4 & 11
- Looking forward to the Advent Preaching Series

Congregational Engagement:

- New member class held October 21; received four more families than anticipated along with two families who didn't attend. The total members received was 35.
- Held a debriefing meeting with New Member Ministry team November 5 after receiving feedback from those who participated; staff/lay speakers/participants. Will meet again in December to further evaluate and tweak this ministry! I'm grateful for the team and Pastor Jon who saw a necessity in changing its format.

Leadership Development (another area of evaluation):

- One on one conversations with Staff Directors/Coordinators is complete. The next step is in exploring how to leverage their gifts (which are considerable!) with a lay leadership development team who might bring additional gifts and insight to staff with the hopes of capitalizing on both!

Pastoral:

- Care meetings continue with Sue and Pastor Jon on congregational pastoral care
- Ongoing phone calls, emails, office, home and hospital visits.
- Presented the message at Parents' Night on Wednesday, November 7
- Pastor Jon and I continue our one on one meetings
- Attended Bishops Conference October 21-23rd
- Attended required Synod Boundaries Workshop on November 1

Interim Work:

- Ongoing attendance at my weekly clergy contemplative group Thursday mornings from 8:30-9:30 am; currently reading and discussing *The Contemplative Pastor*

- Attended Interim Meeting November 8

On a personal note, I spent a good number of hours at doctors' Appointments (11 thus far) following a sudden left ear hearing loss the latter part of September. Doctors are working to bring it back but it's a challenge and along with the tinnitus, I'm doing my best to stay focused and on key when I chant! I'm especially grateful to Pastor Jon and the rest of the staff in their understanding and flexibility when I needed it to be at appointments. Your prayers are coveted and appreciated!

Appendix C: Director of Operations report

Report as of November 2018

Building:

- The lighting has been completed for the entrance and exit signage on Donegal.
- We had to replace the Youth Room Furnace unit this month. The furnace was 25 years old so we did get a good life out of it. Three quotes were obtained and we went with Architect Design which is the same company that does the service for our roof top units. The quote came in at \$8,695 which was \$3,000 and \$6,500 less than the other two companies.
- The water fountains in the hallway leading to the Nursery are out; the condenser is out. We have ordered a new fountain and Johnny will try to get it installed.
- Thank you to Gene Roggeman and Bob Ireland for installing ceramic tile under the water fountains located in the Gathering Area and the hallway by the Education Room.
- We have received our new recycling bins due to the grant funds through the MN Chamber; labels will be arriving shortly that designate this bins for aluminum cans and fundraising for the ManUp Group of King of Kings.

Finance:

- October was a good month financially; we are ahead of budgeted receipts. As we look at this final quarter of 2017- below is the required amount for each month in order for us to reach 1.9 million; second column shows the actual for each month received in 2016.

2017 Revenue Needed	2017 Revenue Actual	2016 Actual Revenue Received
October \$185,770	\$207,687	\$171,418 Goal achieved!
November \$156,190		\$143,458
December \$238,078		\$219,024
Totals	\$580,038	\$533,900

- We have funded the Thrivent Investment Fund; a check was cut for \$250,000 to begin the investment process. We will move gradually into the investment portfolios. An additional \$5000 for the endowment fund was sent in to be placed in a higher yield bond fund. Thank you to Jon Rusten for his endorsement of the proper bond.

Vision 20/20 Generosity Update:

Summary of Vision 20/20

November 20, 2017

295 Pledge Cards Received	\$929,300
121 Simply Giving	\$298,929
8 PayPal	\$ 13,720
424	\$1,241,949

November 14, 2016

323 Pledge Cards Received	\$1,015,119
113 Simply Giving	\$ 261,494
5 PayPal	\$ 13,640
441	\$1,296,253

- We are behind 2016 results by 17 at \$54,304 within same timeframe.

Analysis of 295 Pledge Cards:

Decrease	New	Same	Increase
22	24	133	116
\$(37,194)	\$44,260		\$48,114

Net results: \$55,180 increase of pledges

- Although, the number of pledge cards returned in this first round are low, the responses are positive with 39% increasing their pledge amount for 2018 and 8% first time pledges.
- I will keep you updated as pledge cards continue to be returned.
- In addition, 60 families signed up to greet or usher at the various services 😊
- Attached you will find the budget proposal for 2018; the Finance Committee briefly reviewed and will discuss further at the December meeting. The budget proposal is for \$1,940,000- this will be dependent upon results of 2017 and the return of more pledge cards.
- All Simply Giving pledges have been adjusted to the new giving amount to be in effect in January of 2018.
- I do have call lists already to go for this first round and will distribute on Tuesday.
- Wishing you all a very blessed Thanksgiving and thankful for all of you!